



GAIL FARBER, Director

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

March 18, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

36 March 18, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**AMENDMENT 3 TO CONTRACT NO. 76956 FOR
ARMED AND UNARMED SECURITY SERVICES FOR
VARIOUS DEPARTMENT OF PUBLIC WORKS FACILITIES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to amend the contract for armed and unarmed security services for the Department of Public Works for various facilities to extend the services on a month-to-month for up to six months until a replacement contract is awarded.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that these services continue to be more economically performed by an independent contractor than by County of Los Angeles employees.
2. Approve Amendment 3 to Contract No. 76956 with Cypress Security Services, LLC, to enable the continuation of these services on a month-to-month basis for up to six months commencing on April 1, 2014, at a monthly amount of \$107,075 for a potential maximum sum of \$642,450.
3. Authorize the Director of Public Works or her designee to execute the amendment.
4. Authorize the Director of Public Works or her designee to increase the contract amount up to an additional 10 percent of the contract sum for unforeseen, additional work within the scope of the contract, if required.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this recommended action is to extend the contract on a month-to-month basis starting April 1, 2014, for up to six months. The additional time will allow the Department of Public Works to complete the solicitation process for a replacement contract. The extensions will ensure continuation of as-needed security guard services to prevent theft and vandalism to County property in various field facilities and maintenance yards throughout Los Angeles County and in case of a special Board office request, requests from other departments, special events, or other needs at Public Works. Public Works has contracted for these services since 1981.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provisions of Operational Effectiveness (Goal 1), Fiscal Sustainability (Goal 2), and Integrated Services Delivery (Goal 3). The contractor who has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive and cost-effective manner will support Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund.

The six-month period extension will be at a monthly amount of \$107,075 for a potential maximum sum of \$642,450.

Funding for the additional services is available in the Fiscal Year 2013-14 Fund Budget and will be available in the recommended Fiscal Year 2014-15 Fund Budget for various Public Works funds. When the need arises for services under this contract, financing for the required services will be made from the appropriate fund. Funding to finance the 10 percent additional funding for contingencies will be requested through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On March 17, 2009, Agenda Item 20, the Board approved Contract No. 76956 with Cypress Security Services, LLC, located in San Francisco, California, for Armed and Unarmed Security Services for Public Works Various Field Facilities, authorizing annual contract expenditures of \$949,229. The contract commenced on April 1, 2009, for an initial one-year period with four 1-year renewal options for a total contract period of five years.

On August 3, 2010, Agenda Item 22, the Board approved Amendment 1 to Contract No. 76956. Amendment 1 commenced on September 1, 2010, to include four park-and-ride lots, increased the annual contract sum from \$949,229 to \$1,086,700 for the second contract term, and increased the annual contract sum from \$949,229 to \$1,184,893 for the three subsequent optional years.

On March 19, 2013, Agenda Item 27, the Board approved Amendment 2 to Contract No. 76956. Amendment 2 commenced on March 19, 2013, to include security services at MD3-Westchester Yard and increased the annual contract sum from \$1,184,893 to \$1,284,893 for the third and remaining one optional contract year.

Amendment 3 will extend the contract on a month-to-month basis for up to six months until a replacement contract is awarded. The six-month period funding will be at a monthly amount of \$107,075 for a potential maximum sum of \$642,450. This contract is currently in its final optional

year.

Amendment 3, which is substantially similar in the enclosed form (Enclosure), will continue the contract's current terms, specifications, prices, and conditions. Prior to the Director of Public Works or her designee executing this amendment, the contractor will sign and County Counsel will review it as to form.

The contractor has agreed to pay its full-time employees the current Living Wage Rate approved by the Board on February 6, 2007, and to comply with the County's Living Wage reporting requirements. The County's Proposition A and Living Wage Ordinance (LWO) provisions apply to this contract, as County employees can perform these contracted services. This contract complies with all of the requirements of the Los Angeles County Code, Section 2.201. The contractor will continue to pay its full-time employees the required minimum rates of \$11.84 per hour without health benefits, or \$9.64 per hour with health benefits of \$2.20 per hour, as specified in the LWO adopted by the Board and will comply with the County's Living Wage reporting requirements.

Using methodology approved by the Auditor-Controller, the Proposition A cost analysis indicates that the amended services can be performed more economically by the private sector. In accordance with County Fiscal Manual, Section 12.2.2, the Auditor-Controller's review of the cost analysis is required when increase of the amended annual contract amount is more than 10 percent of the annual contract sum and the amended annual contract amount is more than \$500,000. Since Public Works is only extending the contract without changing the services, the Auditor-Controller has confirmed that their review of this cost analysis is not required.

ENVIRONMENTAL DOCUMENTATION

In accordance with Section 15378 of the California Environmental Quality Act (CEQA) Guidelines, approval of the recommended action does not constitute a project and, hence, is not subject to the requirements of CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The approval of this request will continue the current contracted services and will not result in any impact on other current services or projects.

CONCLUSION

Please return one adopted copy of this letter to the Department of Public Works, Administrative Services Division.

The Honorable Board of Supervisors

3/18/2014

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Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:GZ:cg

Enclosures

c: Chief Executive Office (Rita Robinson)
County Counsel
Executive Office
Internal Services Department,
Contracts Division

AMENDMENT 3 TO CONTRACT NO. 76956

ARMED AND UNARMED SECURITY SERVICES
FOR VARIOUS PUBLIC WORKS FACILITIES

THIS AMENDMENT, made and entered into as of this ____ day of _____, 2014, by and between the County of Los Angeles, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY), and CYPRESS SECURITY SERVICES, LLC, a Limited Liability Company, (hereinafter referred to as Contractor).

WITNESSETH

WHEREAS, Contract No. 76956 was entered into between the COUNTY and the Contractor on April 1, 2009, for Armed and Unarmed Security Services for Various Public Works Facilities for a period of one year through March 31, 2010, with four 1-year renewal options, for a maximum potential contract term of five years; and; and

WHEREAS, on September 1, 2010, Public Works enacted Amendment 1 to this Contract to include unarmed security service in four park-and-ride lots; and

WHEREAS, on March 19, 2013, Public Works enacted Amendment 2 to this Contract to include security services at MD3-Westchester Yard and additional funding to provide as-needed armed and unarmed security services for Public Works and various County field facilities and maintenance yards to prevent theft and vandalism to COUNTY property; and

WHEREAS, the Contract is on its final option year, expiring on March 31, 2014; and

WHEREAS, the parties desire to further extend the contract on a month-to-month basis for up to six months, at a monthly amount of \$107,075 for a potential maximum sum of \$642,450, while completing the solicitation process for a new contract for this service; and

WHEREAS, the CONTRACTOR is willing to continue to provide the service, under the Contract's existing terms and conditions, during the period as extended under this AMENDMENT.

NOW, THEREFORE, in consideration of these facts and payment to be made by the COUNTY, the COUNTY and the CONTRACTOR agree that Contract No. 76956 between them shall be amended as follows:

FIRST: The CONTRACTOR shall provide continuous performance of this Contract commencing on April 1, 2014, on a month-to-month basis up to the maximum period of six months, unless the COUNTY provides written notice of nonrenewal at least ten days before the last day of any month, in which case this Contract shall expire as of midnight on

SECOND: This Contract's amount for the maximum six-month period for Armed and Unarmed Security Services for Various Public Works Facilities, is at a monthly amount of \$107,075 for a potential maximum sum of \$642,450.

[illegible]

IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By _____
Director of Public Works

APPROVED AS TO FORM:

JOHN F. KRATTLI
County Counsel

By _____
Deputy

CYPRESS SECURITY SERVICES, LLC

By _____
Its President

Type or Print Name

By _____
Its Secretary

Type or Print Name